

MINUTES
**TRANSPORTATION ASSET MANAGEMENT COUNCIL
BRIDGE COMMITTEE MEETING**

September 25, 2019 at 9:30 a.m.
Horatio Earle Learning Center, Lake Michigan Room
7575 Crowner Drive
Dimondale, Michigan 48821

**** Frequently Used Acronyms List attached.**

Committee Member:

Christopher Bolt, MAC
Keith Cooper, MDOT-Vice Chair
Wayne Harrall, KCRC, via Telephone
Brad Wieferich, MDOT

Rebecca Curtis, MDOT – Chair
Al Halbeisen, OHM Advisers
Brian Vilmont, Prein & Newhof

Support Staff:

Niles Annelin, MDOT
Cheryl Granger, CSS, via Telephone
Bill McEntee, CRA, via Telephone
Gloria Strong, MDOT

Roger Belknap, MDOT
Dave Jennett, MDOT
Craig Newell, MDOT

Members Absent:

None

Public Present:

Jacob Armour, MDOT
Matthew Moulton, MDOT

1. Welcome - Call-To-Order - Introductions:

The meeting was called-to-order at 11:07 a.m. Everyone was welcomed to the meeting.

2. Public Comments on Non-Agenda Items:

None

3. Additions or Deletions of Agenda Items:

None

4. Consent Agenda (Action Item):

4.1. - Approval of the August 21, 2019 Meeting Minutes (Attachment 1)

Motion: B. Vilmont made a motion to approve the August 21, 2019 meeting minutes;
A. Halbeisen seconded the motion. The motion was approved by all members present.

4.2. – TAMC Fall Conference Agenda (Attachment 2)

The Fall Conference will be held at the Holiday Inn of Marquette, October 30, 2019, jointly with the CUPPAD/MIC Asset Management Summit in afternoon. There will be a

bridge session the morning of the conference. B. Wieferich will do the bridge presentation and if he becomes unavailable, R. Curtis will do the presentation.

Action Item: R. Curtis will send the presentation once completed to support staff.

5. Update Items:

5.1. – TAMC Asset Management Plan (TAMP) Template Update – T. Colling/D. Jennett (Memo/Attachment 3)

R. Belknap shared a copy of the updated TAMP policy. T. Collings gave an update on the revised template, which includes a compliance plan, bridge asset management plan, and pavement asset management plan. He reviewed the process that agencies will do in order to get a final plan that meets the requirements of Public Act 325. Roadsoft and MiBridge are used to complete the graphics in the plans. The first series of trainings on Public Act 325 requirements and showcase MTU's work completed to meet those requirements, will be held on October 3 and October 7, 2019. The next series of trainings will be held October through December, which are Webinars on how to build the compliance plan. The final training series will be on pavement and bridge asset management plans sometime in December. Agencies are not required to use the MTU templates, as long as their plan has all of the required elements from Public Act 325; however, it is highly recommended that they use MTU's template. The TAMC Website will be updated with the new policy and template information when they are finalized. D. Jennett reviewed the updates made in the IRT for TAMP submissions and Website additions regarding the Act, such as Frequently Asked Questions, a copy of Act 325, and all letters sent out to the agencies. Asterisks will be added to the boxes that are mandatory for agencies to complete in the IRT. R. Curtis suggested having all of the submitted plans placed on a dashboard so they are accessible to everyone, which includes all compliance, bridge, and pavement plans. As every agency takes the training, a list of the agencies will be provided to J. Armour, MDOT, who will supply data import to the agencies attending the class. In the future, the Bridge Committee would like to update the bridge asset management plan training program based upon what is submitted by agencies. C. Newell requested that the Bridge Committee voice this request at the next full Council meeting.

Action Item: CSS will add red asterisks (*) to each of the boxes that are mandatory in the IRT.

Action Item: Bridge Committee will bring their request for the bridge asset management plan training program to be updated to the full Council in November.

5.2. – TAMC Culvert Pilot Project – R. Curtis (Memo/Attachment 4)

5.2.1. - Culvert Subgroup Update

People that have volunteered to be on the Culvert Subgroup are Bill McEntee (TAMC), Gary Mekjian (TAMC), Evan Pratt (Washtenaw County), Kelly Goward (Macatawa Area Coordinating Council), and Ed Hug (Southeast Michigan Council of Governments).

The Bridge Committee needs to make a decision as to whether or not the full committee would like to work with the subgroup at the regular scheduled Bridge Committee meetings or the subgroup hold meetings separately. Some committee members feel if added to the regular Bridge Committee meetings, the meeting could get too lengthy. Others feel the subgroup should meet separately. The committee would have to be sure there will not be a quorum at each meeting, otherwise it would be subject to the Open Meetings Act. B. Vilmont, C. Bolt, and W. Harrall are interested in working with the subgroup. MTU will also assist the group. Other staff and agencies may be requested to participate, as necessary.

5.2.2. - Incorporating Culvert Data from Other Sources into TAMC IMAP-IRT

CSS and MTU will work together to assure similar categories are pulled from MDOT, an MTU module in Roadsoft, and other agency data sources to be placed in the IRT, interactive maps, and culvert dashboards. TAMC has approximately \$300,000 to use towards culvert efforts.

Chris Gilbertson, from MTU, did a follow up with DNR to see what type of culvert data they held and how many of the elements/fields match or are duplicates in both data sets and identify unique culverts. The DNR dataset is not limited by jurisdictional boundaries and the TAMC dataset is limited.

There were concerns expressed about data hazards, such as Americans with Disabilities Act (ADA) requirements, bad data, and data ownership issues. If something happens is TAMC liable for any of the data that they hosted? This may be something that the agencies need to discuss but because TAMC is tasked to collect this information, it is felt TAMC is not liable.

The MDOT Open Data Portal is a resource that may also hold valuable culvert data. The portal also clarifies MDOT's definition of a culvert.

Action Item: R. Belknap will send out an email to all of the volunteers for the culvert subgroup thanking them for participating in the group and letting them know that meetings will be scheduled in the near future.

Action Item: R. Belknap will do a doodle poll to set up the subgroups first meeting. R. Curtis would like the first meeting to be held in November 2019. R. Belknap will schedule the subgroup meetings and provide the meeting dates at the October 24, 2019 Bridge Committee meeting.

5.2.3. - Training and Activities for Michigan Technological University and Center for Shared Solutions FY 2020 TAMC Budgets and Work Programs

MTU will be doing the Culvert training webinars on a separate contract that the Bridge Committee approved for the FY 2020 budget. There are monies in the FY 2020 TAMC budget that could be used for the creation of a culvert asset management plan.

5.3. – Tabled Items Until October 24, 2019 TAMC Bridge Committee Meeting

5.3.1. – 2019 TAMC Annual Report Update – R. Curtis

Would like the committee to be thinking about any ideas and be prepared to come to the meeting in October to discuss them.

5.3.2. – Bridge Forecast and Statewide Bridge Investment Strategy

This subject will be discussed at the October meeting.

6. Public Comments:

None

7. Member Comments:

None

8. Adjournment:

K. Cooper made a motion to adjourn the meeting at 12:50 p.m.; B. Wieferich seconded the motion. The motion was approved by all members present. The next meeting will be held October 24, 2019, at 9:30 a.m.-11:30 a.m., MDOT, Aeronautics Building, 2nd Floor Commission Room, 2700 Port Lansing Road, Lansing, Michigan.

TAMC FREQUENTLY USED ACRONYMS:

AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYSTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADA	AMERICANS WITH DISABILITIES ACT
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CFM	COUNCIL ON FUTURE MOBILITY
CPM	CAPITAL PREVENTATIVE MAINTENANCE
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX

ESC	EXTENDED SERVICE CONTRACT
FAST	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS
LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MIC	MICHIGAN INFRASTRUCTURE COMMISSION
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION

MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RBI	ROAD BASED INVENTORY
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

S:/GLORIASTRONG/TAMC FREQUENTLY USED ACRONYMS.08.2019.GMS